



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
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QUANTICO, VIRGINIA 22134-5103

MCO 1500R.36G
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2 Apr 99

MARINE CORPS ORDER 1500R.36G

From: Commandant of the Marine Corps
To: Distribution List

Subj: TRAINING/PAY CATEGORY P (CAT P) PROGRAM

Ref: (a) MCO P1100.72B, MPPM ENLPROC
(b) MCO P1001R.1H, MCRAMM
(c) MCO P1080.40A, MCTFSPRIM
(d) MCO P1070.12J, IRAM
(e) DFAS-KC P7220.31-R
(f) MCO P5512.11A
(g) MCO 1560R.30B
(h) MCO P1400.32B, MARCORPROMMAN
(i) MCO 1770.2A
(j) MCO P1900.16E, MARCORSEPMAN
(k) MCO 6100.10B
(l) MCO P1020.34F
(m) MCO 7301R.65
(n) MCO P7301.104
(o) MCO P3000.13C

Encl: (1) Statement of Understanding to Participate in the
Category P (CAT P) Program

1. Purpose. To promulgate information, eligibility requirements, and administrative procedures for placing Selected Marine Corps Reserve (SMCR) enlistees in an Inactive Duty Training (IDT) pay status prior to Initial Active Duty Training (IADT).

2. Cancellation. MCO 1500R.36F.

3. Summary of Revision. This revision contains a substantial number of changes and must be completely reviewed. The following are the significant changes:

a. The authority to utilize CAT P participants at the Marine Corps District (MCD) Recruiting Stations to aid the Reserve recruiting mission has been incorporated into this Order (see paragraph 6).

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b. Authorization to participate in the CAT P program subsequent to being placed in the Delayed Entry Program (DEP) has been eliminated (see paragraph 8a(1)(b)).

c. Additional instructions and clarification are provided to address:

(1) Join procedures, assignment of billet and primary Military Occupational Specialty (MOS), and establishment of the proper join grade (see paragraph 8a(2)).

(2) Issuance of Armed Forces Identification Cards (DD Form 2) to CAT P participants (see paragraph 8a(5)).

(3) Promotion of CAT P participants to the grade of PFC (see paragraph 8a(7)).

(4) Pay Entry Base Date (PEBD) determination of CAT P participants who terminate or are terminated from the CAT P program but remain in the DEP (see paragraph 8a(9)).

(5) Proper training for CAT P participants is a joint responsibility of the SMCR unit commander and the MCD Recruiting Station Commanding Officer (see paragraph 8a(11)).

(6) Proper management of CAT P participants requiring an interunit transfer (see paragraph 8a(17)).

(7) Period of time authorized to deliver formal CAT P application documents to the SMCR unit commander (see paragraph 8b(8)).

4. Scope. The provisions of this Order apply to all Marine Corps Reserve Non Prior Service (NPS) enlisted members who are high school graduates (Tier 1 education credential holder) or bona fide high school seniors.

5. Background. The Marine Corps Reserve is authorized to place NPS Reserve enlistees in an IDT pay status up to 365 days prior to their entry on IADT. This program is a recruiting incentive offered to attract highly qualified recruits and facilitate attainment of Reserve NPS accession goals and SMCR unit referral credit missions.

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6. Definition. The Cat P program is a voluntary program in which a NPS applicant enlists in the Marine Corps Reserve and is allowed to perform paid IDT periods until such time as the participant reports to the Recruit Depot for IADT. Cat P participants are not eligible to perform any type of active duty (to include annual training) prior to IADT. CAT P program participants may be authorized to perform IDT with the SMCR unit or work with the MCD Recruiting Station in an effort to aid the Reserve recruiting mission. Careful coordination between SMCR unit commanders, Inspector-Instructors, Active Duty Site Commanders and MCD Recruiting Station Commanding Officers is essential to ensure CAT P participants receive meaningful instruction and proper administrative support. Administrative control remains with the SMCR unit commander.

7. Eligibility

a. The participant must be a high school graduate (Tier 1 education credential holder) or a bona fide high school senior as defined by reference (a).

b. Those NPS enlistees desiring to participate in the CAT P program will be interviewed by the SMCR unit commander or designated representative prior to receiving authorization to participate in the program. Using enclosure (1), this interview will be documented on the locally produced Statement of Understanding (SOU) to Participate in the CAT P Program. The Statement of Understanding will be filed on the document side of the service record book with the DD Form 1966. Enlistees participating in this program are not authorized to mobilize with their intended SMCR unit until completion of IADT.

8. Action

a. Commander, Marine Forces Reserve

(1) IDT Accountability

(a) IDT will not normally exceed 48 IDT periods per fiscal year and will commence on the first scheduled IDT period following the date of enlistment.

(b) NPS Reserve enlistees are not authorized to participate in the Category P program subsequent to the date of Delayed Entry Program (DEP) accession. The authorization to participate must occur prior to DEP assignment. A DD Form 1966

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entry will serve as the source document to determine the NPS Reserve enlistee's prior knowledge of, and desire to participate in the Category P program.

(c) Even though voluntary in nature, individuals in the program will be held to the same participation standards as mandatory participants as defined in reference (b).

(d) CAT P participants absent from a scheduled IDT period will be reported as "excused" or "unexcused" as determined by the SMCR unit commander. This absence and the reason will be annotated on the unit muster sheet (UMS) and reported on the unit diary per reference (c). Equivalent Duty Periods (EDPs) may be performed per the instructions contained in reference (b) for those IDTs in which the participant was mustered as absent.

(e) The unit commander can authorize a CAT P participant to perform a Rescheduled Inactive Duty Training (RIDT) period provided the approval is granted prior to the regularly scheduled IDT period. Reference (b) provides additional guidance.

(f) Unexcused absences may be cause for the participant to be terminated from the CAT P program. The unit commander will make the determination to terminate or retain the individual. There is no minimum number of drills the participant must attend, however, program participants must be counseled by the unit concerning the importance of regular participation. In general, normal school and family activities for high school students will be considered valid reasons for absence. Further, participation in "poolee" activities such as "pool" functions, "pool" meetings, family day/night, etc., are considered to be legitimate excused absence events. Termination from the CAT P program will not necessarily terminate the participant from the Delayed Entry Program.

(2) Unit Diary. CAT P participants will be joined in the Marine Corps Total Force System (MCTFS) by the unit to which they are recruited per reference (c). Report a strength category code of H, primary MOS of 9900, and billet MOS assigned to the participant as part of the Quota Sequence Number (QSN) per reference (c).

(a) The "Initial Join" entry, and the PEBD, must be the date of enlistment in order for the CAT P participant to be properly processed.

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(b) Per reference (a), the effective date of any grade appointment to a grade other than private; i.e., "Contract PFCs," is the date the individual reports to the Recruit Depot for IADT. Since CAT P participants have not yet reported to the Recruit Depot for IADT, all "Initial Join" entries would require the grade appointment of private.

(3) Service Record Book (SRB). CAT P participants will have an SRB established per reference (d). Additionally, the unit corpsman will establish medical and dental records as required by the Manual of the Medical Department (ManMed).

(4) Electronic Funds Transfer (EFT). CAT P participants will be enrolled in the Electronic Funds Transfer (EFT) program per the procedures outlined in reference (e).

(5) Armed Forces Identification Card. CAT P participants will not be issued a DD Form 2 per reference (f).

(6) Montgomery GI Bill-Selected Reserve (MGIB-SR). CAT P enlistees are not eligible to participate in the MGIB-SR program until completion of IADT as required by reference (g).

(7) Promotion

(a) Private First Class. CAT P participants may be promoted to the rank of Private First Class (PFC), per reference (h), if performance is deemed satisfactory by the unit commander.

1 Although in a paid status as a PFC, they are not authorized to wear the grade insignia until completion of recruit training.

2 Except for those CAT P participants entitled to an earlier promotion as authorized by reference (a), promotions will be effected six months after the CAT P participant's date of enlistment and the satisfactory completion of at least 18 scheduled IDTs. The date of rank and effective date will be the first day of the sixth month after the date of enlistment.

3 If the CAT P participant will not be able to complete at least six months of IDT periods prior to recruit training, promotion will be effected upon completion of 18 IDT periods provided the participant has been in the program for at least four months. The date of rank will be the first day of the month in which the 18th IDT period was performed. The effective date will be the actual date the 18th IDT period was performed.

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4 Participants who do not fulfill the minimum drilling requirements for promotion consideration due to medical reasons will be promoted the first day of the sixth month after the date of enlistment or when the 18th IDT period would have been performed, if the participant had remained physically qualified. Assigning the date of rank and effective date in these medical cases will follow the same guidance provided in paragraphs 8a(7)(a)2, and 3 above.

5 CAT P participants who refer two or more applicants that subsequently enlist into the Marine Corps (Active or Reserve) may be promoted to PFC, per the guidelines contained in reference (a), without having to meet the requirement to complete 18 scheduled IDT periods. The date of rank and effective date to PFC will be the second day of the month following the enlistment of the second referral.

6 Participants terminated from the CAT P program after being promoted to PFC will retain the grade if the individual's performance was deemed satisfactory by the unit commander at the time of termination.

(8) Reductions. CAT P participants may be administratively reduced for unsatisfactory participation or performance per reference (h).

(9) Pay Entry Base Date (PEBD). The PEBD for CAT P participants will be the effective date of the enlistment into the Marine Corps Reserve.

(a) If the participant is terminated from the CAT P program but remains in the Delayed Entry Program, the participant's PEBD will not be adjusted to the date he/she reports to the Recruit Depot for IADT.

(b) If the participant is injured and unable to report for IADT, liaison will be made with the cognizant Marine Corps Recruiting District to ensure the participant executes a new enlistment contract, per reference (a), extending that individual in the DEP until such time as they are physically qualified to report for IADT. The old enlistment contract will be filed on the document side of the enlistee's service record book.

(c) The PEBD of participants who incur a medical condition while in the CAT P program will remain the date of their first initial enlistment contract.

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(10) Medical and Dental Benefits

(a) Notice of Eligibility (NOE) Benefits. CAT P participants who are injured during a scheduled IDT period are entitled to NOE benefits per reference (i). The MCD Recruiting Station will immediately be notified and a copy of the NOE package will be forwarded to the MCD Recruiting Station as documentation to delay assignment of the participant to the Recruit Depot for IADT. CAT P participants whose medical condition will not allow them to report for IADT will be processed for a medical board as specified by the NOE authorization letter.

(b) Temporarily Not Physically Qualified (TNPQ)

1 CAT P participants who sustain an injury not in the line of duty; i.e., during their civilian employment, or other unofficial activity, will not be allowed to perform IDT until such time as they are found physically qualified by competent medical authority. IDTs missed as a result of physical injury will be reported as excused absences subject to proper verification of status by the unit. Should the participant be declared TNPQ, the MCD Recruiting Station shall immediately be notified of the participant's medical condition and status.

2 CAT P participants are responsible for keeping the SMCR unit commander and the MCD Recruiting Station informed of their current medical condition.

3 The unit corpsman will monitor the participant's medical condition per current regulations.

4 If the participant exceeds the time limits of his initial enlistment DEP contract, the Marine Corps Recruiting District Commanding Officer has the discretion to execute a new enlistment contract as indicated in paragraph 8a(9) of this Order. The old contract will be filed on the document side of the participant's service record book. The CAT P participant's PEBD will continue to be the date of the first initial enlistment contract. If a medical condition prevents the participant from executing orders to IADT, the participant will be separated from the Marine Corps Reserve for failure to meet medical or physical processing standards, per reference (j). A Separation Program Designator (SPD) Code of "JFW1 - failure to meet med/phys processing standards" with a Reenlistment Code of "N/A" will be assigned.

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(c) Termination for Noncompliance. CAT P participants may be terminated from an authorized NOE or TNPQ period for not keeping the SMCR unit commander, unit corpsman, and the MCD Recruiting Station apprised of their current physical status, and/or for failing to provide required medical documentation. CAT P participants terminated for noncompliance will be immediately separated from the Marine Corps Reserve, per reference (j), for failure to meet medical or physical processing standards and assigned a SPD Code of "JFW1-failure to meet med/phys processing standards" with a Reenlistment Code of "N/A."

(11) Training Requirements. The SMCR unit commander or MCD Recruiting Station Commanding Officer will commence the CAT P participant's training after all administrative requirements are completed. No attempt will be made to parallel the training of CAT P participants with the vigorous, structured, highly disciplined atmosphere of recruit training. The program's intent is to provide a bonding experience with the unit, not to test the poolee's resolve or abilities. Unit commanders are directed to adhere to current Individual Training Standards (ITS).

(a) Ensure participants demonstrate a thorough knowledge of weapons use and safety before they participate in field exercises, maneuvers, or other activities where live or blank ammunition will be used. CAT P participants are not authorized to enroll in Marine Corps Institute (MCI) courses prior to IADT. Emphasis should be placed on Basic Skills Training (BST) prior to commencing on-the-job training (OJT). Basic knowledge of customs and courtesies will provide a foundation of general military subjects for the CAT P participants as they proceed to IADT. CAT P participants will also begin OJT in the MOS for which they were recruited or function in duties commensurate with recruiting activities.

(b) CAT P participants are not to be used to perform menial tasks or chores which do not have inherent military training value and are not routinely assigned to other junior members of the unit.

(12) Uniforms. Issue CAT P participants items of clothing per the current Marine Corps Bulletin 10120, Individual Clothing Allowances for Enlisted Personnel. The Commander, Marine Forces Reserve is issued an allotment for the purpose of funding CAT P uniform clothing allowances. CAT P participants will be placed in a paid IDT status even if uniform items are not readily available. Name tapes will not be worn on the utility uniform while the participant is in the CAT P program. All uniforms issued will be

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recovered if the participant is terminated from the program prior to reporting to the Recruit Depot for IADT. Articles of clothing issued and recovered under this program will be recorded on the Individual Clothing Record, NAVMC 631 (men) or 631a (women). CAT P participants will report to the Recruit Depot for IADT with all issued clothing items.

(13) Personal Appearance. CAT P participants will conform to height and weight standards and maintain appropriate grooming standards as established in references (k) and (l).

(14) Uniform Code of Military Justice (UCMJ). CAT P participants are subject to the UCMJ during all scheduled IDT periods.

(15) Command Urinalysis Program. CAT P participants are subject to random command urinalysis testing. Upon notification of a CAT P participant who tests positive for illegal substances, the SMCR unit commander, Inspector-Instructor, or Active Duty Site Commander will immediately notify the respective MCD Recruiting Station Commanding Officer in writing. A copy of this notification will be forwarded to the Commander, Marine Forces Reserve (SJA).

(16) Termination from the CAT P Program. SMCR unit commanders may, at their discretion, terminate a CAT P participant whose performance is substandard, or who fails to participate satisfactorily in scheduled IDT periods, or tests positive for illegal substances on a random urinalysis. CAT P participants may also voluntarily request termination from the program. The participant must submit such a request in writing to the SMCR unit commander. A page 11 entry will be made in the enlistee's service record book documenting the reason for termination from the program. The MCD Recruiting Station will be notified immediately of such terminations. CAT P participants who are terminated from the program but remain in the DEP will remain on the rolls of the SMCR unit until they are transferred to the Recruit Depot for IADT per paragraph 8a(18) of this Order.

(17) Interunit Transfers. CAT P participants are not authorized to execute direct interunit transfers to other SMCR units. If the participant relocates their residence and exceeds the standard 100 mile radius from the initial Reserve unit prior to reporting to the Recruit Depot for IADT as outlined in reference (b), the MCD Recruiting Station will be notified. The participant will be terminated from the CAT P program and the MCD Recruiting

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Station will inform the SMCR unit commander of the correct transfer date to IADT to ensure the proper unit diary transaction occurs in a timely manner as outlined in paragraph 8a(18) of this Order.

(18) Transfer to Initial Active Duty for Training (IADT). The unit will transfer the CAT P participant to IADT upon receipt of orders from the MCD Recruiting Station per reference (c) utilizing the following type transaction code: "881 000: (DOA) TR MCC XXX COMP CODE K1 EAS (EXP OF ACTIVE SVC) EDA (EST DATE OF ARRIVAL AT MCRD)." The date of action (DOA) reported must be the day prior to the first day of active duty as stated in the reporting orders. Failure to report this date correctly will cause the CAT P participant's initial join entry reported by the Recruit Depot to fail. The initial join entry starts the participant's pay and allowances. The CAT P participant will hand-carry their service record book, medical, and dental records to recruit training. CAT P participants will not be assigned "TR" proficiency and conduct marks. Ensure the service record book is properly closed out, per reference (d), prior to the participant carrying the service record book to IADT.

(19) Discharge from the Marine Corps Reserve. The MCD Recruiting Station Commanding Officer will immediately notify the SMCR unit commander in writing to report CAT P participants who elect not to remain in the Marine Corps Reserve. The CAT P participant will be separated on the unit diary per reference (c) and assigned a SPD Code of "KDS1 - Voluntary Discharge from service, inability to honor contract" and a Reenlistment Code of "N/A." Proficiency and conduct marks will not be assigned upon discharge. Ensure that the service record book is properly closed per reference (d). Medical and Dental records will be mailed to the Department of Veterans Affairs per reference (d).

(20) Mobilization Asset. CAT P participants are not considered to be mobilization assets until completion of IADT. As such, they are not required to attend Mobilization Operational Readiness Deployment Tests (MORDTs) unless they volunteer to do so. If the participant declines to participate in a MORDT exercise, they will either be "excused" or "not scheduled" on the UMS and will not be counted in the participation computation. If the individual is marked "not scheduled," they will be given the opportunity to perform an RIDT if desired by the participant.

(21) Status Of Resources and Training Systems (SORTS) Reporting. CAT P participants will be reported as non-deployable in the unit's monthly SORTS report, per reference (o), until such time as they complete IADT.

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(22) Fiscal Instructions. To ensure the proper identification of costs, accounting data and fund codes applicable to the CAT P program, references (e), (m) and (n), will be used when reporting paid IDTs, meals, and uniform clothing items issued.

b. Commanding Officers, Marine Corps Districts. The Commanding Officer of the Marine Corps District will:

(1) Ensure recruiters are aware of and comply with this Order.

(2) Ensure applicants and parents of applicants who require parental consent understand this Program.

(3) Ensure the CAT P program applicant completes the SOU, enclosure (1), and the completed agreement is attached to the DD Form 1966. The following statement will be included on page 3 of the DD Form 1966 and signed by the participant with the appropriate words lined out and initialed: "I (do) (do not) desire to participate in the Category P program effective (date)." This will reduce any misunderstanding by the applicant and the SMCR unit commander.

(4) Deliver the applicant to the SMCR unit commander or designated representative for the orientation brief and CAT P interview.

(5) Upon completion of the orientation brief, the recruiter will deliver the completed SOU to the MEPS Liaison NCO for inclusion into the enlistment package as an annex to the enlistment contract.

(6) Ensure the following entry is recorded in the "Remarks" section of the DD Form 1966 for any CAT P participant: "Enlisted Category P program effective (date)." This statement will preclude any misunderstandings after the applicant has enlisted in this Program.

(7) Ensure that orders, airline or bus tickets are prepared as required.

(8) Ensure that appropriate copies of the DD Form 4 (Enlistment/Reenlistment Document Armed Forces of the United States), the DD Form 1966, and the Statement of Understanding are delivered to the SMCR unit commander within three working days of the enlistment to preclude late

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reporting of appropriate unit diary statements. If unable to meet timeline or delivery of hard copies, a facsimile copy is acceptable.

(9) Forward a copy of the IADT orders to the SMCR unit commander upon commencement of IADT.

(10) Immediately notify the SMCR unit commander/I-I/Active Duty Site Commander in writing to report discharged CAT P participants to ensure required administrative actions are completed.



T. P. MURRAY
By direction

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8145004, 005 (2)
7000133(10)

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STATEMENT OF UNDERSTANDING TO PARTICIPATE IN THE
CATEGORY P (CAT P) PROGRAM

Name/SSN _____

Unit/Address _____

1. I desire to participate in the Category P (CAT P) program. I have read and understand the contents of MCO 1500R.36G.

2. I will be participating in the CAT P program with (Unit title, address and SMCR RUC). I will begin drilling with this command on (date). I understand I must participate in the training prescribed as determined by my unit commander until such time as I report for Initial Active Duty Training (IADT). I understand that if I am unable to attend a scheduled Inactive Duty Training (IDT) period, I must notify my SMCR unit commander or designated representative prior to the scheduled IDT to be excused or request a Rescheduled Inactive Duty Training (RIDT) period. I further understand that I may be terminated from the CAT P program for unexcused IDT absences.

3. I understand that I will be promoted to Private First Class (PFC) within six months, effective the first day of the sixth month after my date of enlistment if I satisfactorily complete at least 18 scheduled IDTs. If I do not complete at least six months of IDTs prior to IADT, I will be promoted to PFC if I have satisfactorily completed at least 18 IDTs and have been in the program for at least four months. I further understand that I am not authorized to wear the grade insignia until completion of recruit training.

4. Should I be injured while at IDT, I am entitled to Notice of Eligibility (NOE) benefits as authorized by MCO 1770.2. If I sustain an injury not in the line of duty; i.e., during my civilian employment, or other such activity, I will not be allowed to perform IDTs until such time as I am found physically qualified by competent medical authority. I further understand that if I am injured I must inform my Marine Corps District (MCD) Recruiting Station of my physical condition and likewise, ensure my SMCR unit commander is informed of my medical status until I return to full duty. Failure to do so is cause to be terminated from the CAT P program and/or involuntarily separated from the Marine Corps for failure to meet medical and physical processing standards.

ENCLOSURE(1)

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5. I understand that I am not eligible to participate in the Montgomery GI Bill-Selected Reserve (MGIB-SR) program until I complete IADT per MCO 1560R.30B.

6. I understand that I must be enrolled in the Electronic Funds Transfer (EFT) program.

7. I understand that I will be issued all military uniforms per the current Marine Corps Bulletin 10120, "Individual Clothing Allowances for Enlisted Personnel." I further understand that I must report to IADT with my complete uniform issue. If, for whatever reason, I am terminated from the Category P program, I will turn in all uniform items issued to me.

8. I understand that I am subject to involuntary participation in the Command Random Urinalysis Testing program.

9. I understand that I will hand-carry my Service Record Book, Medical and Dental records to IADT.

10. I understand that I am subject to the Uniform Code of Military Justice (UCMJ) during IDT periods.

11. I understand that I must comply with the current Marine Corps policy pertaining to height, weight, and grooming standards.

12. I understand that I am not considered to be a mobilization asset until I complete IADT. I am not required to attend Mobilization Operational Readiness Deployment Tests (MORDTs) unless I volunteer to do so.

13. I understand that my SMCR unit commander may terminate my participation in the CAT P program if my performance is considered to be substandard, I fail to participate satisfactorily in scheduled IDTs, or I test positive for illegal substances during a random urinalysis. I also may voluntarily withdraw my participation in the CAT P program. Such requests will be submitted to my SMCR unit commander and the MCD Recruiting Station in writing.

(Signature of Unit Commander
and date)

(Signature of Applicant
and date)

(Signature of MEPS Liaison NCO
and date)

(Signature of Recruiter
and date)

ENCLOSURE (1)